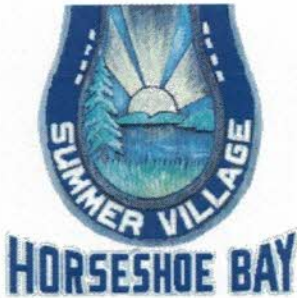


# Summer Village of Horseshoe Bay

Agenda: Regular Meeting  
Saturday, August 13, 2022, at 11:00 a.m.  
Martin Recreation Center

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
  - a) Additions to Agenda
3. ADOPTION OF PREVIOUS MINUTES
  - a) July 2, 2022 Annual General Meeting
  - b) July 2, 2022 Regular Meeting
4. PUBLIC HEARING - None
5. DELEGATIONS - None
6. BYLAWS - None
7. OLD BUSINESS
  - a) Approve Revised 2022 Capital Budget
  - b) Approve contract amount for
    - i) Approve contract amount for Russel Dr., Martin Pt. Dr. & HBD pavement overlay
    - ii) Approve contract amount for TWP RD 594 pavement overlay
    - iii) Approve contract amount for Homestead Tr. & Point Dr. pavement overlay
    - iv) Approve contract amount for 2022 road work engineering
    - v) Approve purchase of Bridge Culvert
    - vi) Approve work on Rec Center
  - c) ACP Tourism Grant – Approve Consultant
8. NEW BUSINESS
  - a) ASVA 2022 Conference & AGM
  - b) STEP Meeting Review
9. COUNCILLOR REPORTS
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS.
  - a) For the 7 months ended July 31, 2022 and cheque log for July, 2022
12. CORRESPONDENCE
  - a)
13. NEXT MEETING
14. ADJOURNMENT



# Summer Village of Horseshoe Bay

P.O. Box 1778  
St. Paul, AB T0A 3A0  
Phone: (780)645-4677  
Email: svhorseshoebay@gmail.com  
Website: www.svhorseshoebay.com

## Agenda Item Summary Report

- Agenda Item 3.a)** Minutes of July 2, 2022 AGM  
**3.b)** Minutes of July 2, 2022 Regular Meeting

**Meeting Date:** August 13, 2022

### Background/Discussion/Options

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Minutes of the July 2, 2022 Annual General Meeting are attached, for approval.  
Minutes of July 2, 2022 Regular Meeting are attached for approval.

### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that the minutes of the July 2, 2022 Annual General meeting be approved as presented.

**-Carried-**

MOVED BY \_\_\_\_\_ that the minutes of the July 2, 2022 regular council meeting be approved as presented.

**-Carried-**

# SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Annual General Meeting

Saturday, July 2, 2022

Martin Recreation Centre

10:00 a.m.

Present: Mayor Gary Burns  
Deputy Mayor Dave Amyotte  
Councilor Marg Laberge  
  
Administrator Norman Briscoe  
Recording Secretary Diane Briscoe

  20   Ratepayers

1. **CALL TO ORDER**

Mayor Gary Burns called the meeting to order at 10:05 am.

2. **ACCEPTANCE OF THE AGENDA**

**MOVED BY** Jim Vincent that the agenda be adopted as presented.

**SECONDED BY:** Gary Bassani

**-Carried-**

3. **ADOPTION OF PREVIOUS MINUTES**

The minutes of the June 29, 2019 Annual General Meeting were presented for information and discussion.

Minutes were previously approved by Council at their regular meeting on August 17, 2019.

**MOVED BY** Richard Martin to accept the minutes of the June 29, 2019 Annual General Meeting.

**SECONDED BY:** Morris Sawchuck

**-Carried-**

4. **MAYOR'S & COUNCILOR'S REPORT**

a) Mayor Gary Burns reported on the following items:

- Thanked former councilor, Eli Gushaty, for his many years of service to the Summer Village.
- Thanked Elaine Staudzs for her years of service to the Village, maintaining the Rec Center. Melanie Russell has taken over the position.
- Lloyd and Norrie Miller are now in charge of public works; grass cutting, yard and Rec Center outside maintenance.
- Welcomed any new residents to the Village.
- Discussed the Village budget and government funding. MSI grants are being replaced by LGFF. The effects on the Village funding is not yet known, but a reduction in funding is expected. ABMunis, formerly AUMA, does not actively support Summer Villages.

- The Summer Village of Horseshoe Bay gets good support from the County and the Region.
  - Commented on the Bridge / Culvert replacement, hoping to take place late this summer.
  - Informed residents that the Mayor and CAO had taken mandatory courses as part of the Regional Property Assessment Board.
  - Advised residents to watch for Blue/Green algae advisories for Vincent Lake
  - Invited everyone to the Public Hearing at 1:00 pm, for input on a new Land Use Bylaw.
- b) Councilor Dave Amyotte reported on the following items:
- Represents the Village on the Regional Economic Development Board. Good things are happening with Economic Development in the region.
  - Informed residents that we will minimize the inconvenience as much as possible when the culvert work is being done. Asked residents to be patient. The culvert replacement has to be done.
- c) Councilor Marg Laberge Report:
- As a newly elected councilor, Marg was required to take courses" Municipal government 101, and an Emergency Management course.
  - Thanked everybody for their support in making Canada 2022 celebration successful.

## 5. ADMINISTRATOR'S REPORT

a) Financial Report for year ended December 31, 2021

Norman Briscoe presented the 2021 Audited Financial Statements Report. A surplus of \$5,029, before amortization, was recognized in 2021.

The 2021 Audited financial statements prepared by JMD Group LLP, Chartered Professional Accountants, are available on the Summer Village website.

**MOVED BY** Gary Bassani to accept the 2021 Audited Financial Statements as presented.

**SECONDED BY:** Elsie DeRoose

**-Carried-**

## 6. **NEW BUSINESS:**

- a) **Bridge Replacement:** Discussed during Mayor's Report and Administrator's report. Plans are underway to replace the Bridge with a culvert, this summer. The road will have to be closed for about a month and traffic will have to come into the lower Village by the back road, RR100, and point drive. The Village has received an Alberta Transportation grant for this project. The grant pays 75% and the Village pays 25%. There will be no weight restriction on the new culvert.
- b) **Boat Dock:** Discussed during Mayor's Report and Administrator's report.

7. **GENERAL QUESTION PERIOD**

- A question was asked about whether or not the Village could opt out of some of the services we are currently paying for? The answer is no; they are all mandatory government services.
- A comment was made about the Village property taxes compared to the County of St. Paul property taxes. The Village property tax rate is lower because we do not provide all the services the County provides. Also the County has a lower minimum tax.
- A question was asked about the feasibility of incorporating as something other than a Summer Village. Due to population numbers that is not an option.

8. **ANNOUNCEMENTS**

- a) Public Hearing – July 2, 2022, 1:00 pm

9. **ADJOURNMENT**

Moved by Mayor Gary Burns to adjourn the meeting at 11:37 a.m.

Original signed by Mayor Gary Burns  
Mayor

August 13, 2022  
Date

Original signed by Norman Briscoe  
Chief Administrative Officer

# SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting  
Saturday July 2, 2022  
Martin Recreation Center  
1:00 p.m.

**IN ATTENDANCE:** Mayor: Gary Burns  
Deputy Mayor: Dave Amyotte  
Councilor: Marg Laberge  
  
CAO: Norman Briscoe  
Recording Secretary: Diane Briscoe

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 1:01p.m.

2. **ACCEPTANCE OF AGENDA**

*Res. No. 22-07-02-060*

MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted as presented.

**-Carried-**

3. **APPROVAL OF MINUTES**

*Res. No. 22-07-02-061*

MOVED BY Marg Laberge that the minutes of the May 15, 2022, regular council meeting be approved as presented.

**-Carried-**

4. **PUBLIC HEARING**

Mayor Gary Burns declared the Public Hearing for Bylaw 130-2020 open at 1:04 pm.

Norman Briscoe, Chief Administrative Officer, informed Council that the Public Hearing has been advertised in accordance with section 606 of the MGA and Advertising Bylaw 115/2018.

He then informed Council that the purpose of the Public Hearing is to hear anyone affected by Bylaw 130/2020 as it relates to the Land Use Bylaw.

8 persons indicated their support of the proposed bylaw, 0 persons opposed the proposed bylaw, there were no written submissions.

Mayor Gary Burns declared the Public Hearing for Bylaw 130-2020 closed at 1:57.

5. **DELEGATIONS**

There were no delegations.

6. **BYLAWS**

*Res. No. 22-07-02-062* MOVED BY Mayor Gary Burns that Bylaw 130-2020 amending the Land Use Bylaw, be given second reading.

-Carried-

*Res. No. 22-07-02-063* MOVED BY Deputy Mayor Dave Amyotte that Land Use Bylaw 130-2020 be given third and final reading.

-Carried-

7. **OLD BUSINESS**

a) **2022 Grant Allocations**

*Res. No. 22-07-02-064* MOVED BY Mayor Gary Burns that council accept the information presented for discussion.

-Carried-

b) **Bridge/Culvert Update**

*Res. No. 22-07-02-065* MOVED BY Mayor Gary Burns that council accept the report on the Bridge/Culvert construction for information and discussion.

-Carried-

8. **NEW BUSINESS**

a) **Closed Landfill Adjacent to Summer Village**

*Res. No. 22-07-02-066* MOVED BY Marg Laberge that council accept the report for information and discussion.

-Carried-

b) **Stormwater Drainage engineering Drawings**

*Res. No. 22-07-02-067* MOVED BY Marg Laberge that Council accept the report for information and discussion.

-Carried-

c) **Regional Team Building Event**

*Res. No. 22-07-02-068* MOVED BY Mayor Gary Burns that Council support a Regional Team Building event with Ian Hill as keynote speaker.

-Carried-

d) **Shannon Stubbs M.P. Re: Funding for Rural Communities**

*Res. No. 22-07-02-069* MOVED BY Deputy Mayor Dave Amyotte that council give permission to share correspondence from Shannon Stubbs, M.P. with the Regional Economic Development Officer, Linda Sallstrom.

-Carried-

e) **Village Entrance Sign**

*Res. No. 22-07-02-070* MOVED BY Deputy Mayor Dave Amyotte that council approve the purchase of a new raised Summer Village sign at the entrance to the Village.

-Carried-

f) **Boat Dock Signage**

*Res. No. 22-07-02-071*

MOVED BY Deputy Mayor Dave Amyotte that council authorize the purchase of appropriate safety signs as recommended by the Insurance company, for the Boat Dock.

**-Carried-**

9. **COUNCIL REPORTS**

*Res. No. 22-07-02-072*

Council reports were tabled until next meeting.

10. **CAO REPORT AND ACTION LIST**

*Res. No. 22-07-02-073*

The CAO Report and Action List were tabled until the next meeting.

**-Carried-**

11. **FINANCIAL REPORTS**

*Res. No. 22-07-02-074*

MOVED BY Deputy Mayor Dave Amyotte that the June 30, 2022 financial report, be accepted as presented, including cheque numbers 2620 to 2641 in the amount of \$61,102.23.

**-Carried-**

12. **CORRESPONDENCE**

13. **CONFIDENTIAL ITEM**

*Res. No. 22-07-02-075*

MOVED BY Mayor Gary Burns that council move to closed session for a personnel issue as per FOIP Section 17 at 2:45 pm.

**-Carried-**

*Res. No. 22-07-02-076*

MOVED BY Mayor Gary Burns that council return to open meeting at 2:50 p.m.

**-Carried-**

*Res. No. 22-07-02-077*

MOVED BY Mayor Gary Burns that council approve a bonus payment to CAO, Norman Briscoe in the amount of \$3,000.

**-Carried-**



**14. NEXT MEETING**

*Res. No. 22-07-02-078*

MOVED BY Mayor Gary Burns to set the next regular Council meeting to be held via ZOOM, on Saturday, August 13, 2022 at 11:00 a.m.

**-Carried-**

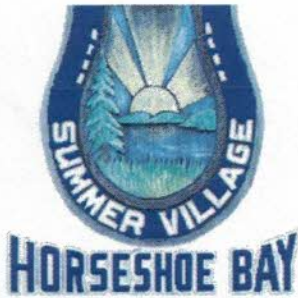
**15. ADJOURNMENT**

Being that the agenda matters have been concluded the meeting adjourned at 2:58 p.m.

*Original Signed by Gary Burns*  
Mayor

August 13, 2022  
Date

*Original signed by Norman Briscoe*  
Chief Administrative Officer



# Summer Village of Horseshoe Bay

P.O. Box 1778  
St. Paul, AB T0A 3A0  
Phone: (780)645-4677  
Email: svhorseshoebay@gmail.com  
Website: www.svhorseshoebay.com

## Agenda Item Summary Report

### Agenda Item 7.a) Revisions to 2022 Capital Budget

**Meeting Date:** August 13, 2022 Regular Council Meeting

#### Background

The 2022 budget approved April 23, 2022 for Road surface treatment was \$339,000 for micro surfacing all roads. We considered Micro surfacing because it is cheaper than pavement overlay. However, it has a much shorter life expectancy than pavement overlay. At that time, we were not sure if the Alberta Transportation grant for the culvert would be approved. So, we could not afford a pavement overlay option. The \$275,250 STIP culvert grant has since been approved so the Summer Village have more money to spend on roads.

While pavement is more expensive than micro-surfacing it has a much longer life and is more of a permanent fix. We, therefore, now recommend that the project be changed to a 40mm pavement overlay of approximately 72% of roads in the summer village.

On May 13, 2022 we received some quotes for 20,000 m<sup>2</sup> of 40mm pavement overlay. Elevated Surface Works Ltd. was the lowest quote, at \$18.32/m<sup>2</sup> totaling \$366,343.49. This is well below the going rate of around \$25/m<sup>2</sup>. Black Track Paving price was \$26.79m<sup>2</sup> or \$535,800.

Darcy Paulichuk P.Eng., of D & A Paulichuk Consulting Ltd., has finalized his assessment of all our roads, and prioritized which roads should be resurfaced with a 40mm pavement overlay, and how many we could do with 20,000m<sup>2</sup>.

Based on Darcy Paulichuk, P Eng. assessment, of which roads are most in need of an overlay, we recommend that the summer village increase the 2022 Capital budget by \$20,000 for additional capital expenditures and transfer from accumulated surplus for capital by \$20,000.

#### Recommendation/RFD/Comments

MOVED BY Darcy B. that the Summer Village of Horseshoe Bay approve the revised 2022 Capital Budget by an additional \$20,000 from \$813,000 to a total 2022 Capital expenditures of \$833,000, and approve total transfers for Capital from grants and accumulated surplus from \$813,000 to \$833,000.

-Carried-

SUMMER VILLAGE OF HORSESHOE BAY  
 REVISIONS TO 2022 CAPITAL BUDGET  
 AGENDA ITEM 7.a) Summary of Revisions to Budget Approved Apr. 23, 2022

Agenda Item	Contract	MSI Grant Funding	Other Grants	Accum Surplus	Revised Aug.13/22 Total	Approved Apr.23/22 Budget
7.a) i)	NW Russel Dr., Martin Point Dr., Horseshoe Bay Dr. Overlay	154,000			154,000	
7.a) ii)	TWP 594 Overlay	-	73,749	30,251	104,000	
7.a) iii)	Homestead Tr. & Point Dr. Overlay			128,000	128,000	
	<b>Total Roads Changes</b>	<b>154,000</b>	<b>73,749</b>	<b>158,251</b>	<b>386,000</b>	<b>339,000</b>
7.a) iv)	Revisions to Bridge Culvert	91,750	275,250		367,000	387,000
7.a) v)	Community Dock & Park	36,000	9,026		45,026	70,000
7.a) vi)	Martin Rec Center Budget	21,346		145	21,491	5,000
	<b>Sub-Total</b>	<b>303,096</b>	<b>358,025</b>	<b>158,396</b>	<b>819,517</b>	<b>801,000</b>
	Op exp funded from capital grants					12,000
	Unspent Grants from prior years	13,483			13,483	
		<b>316,579</b>	<b>358,025</b>	<b>158,396</b>	<b>833,000</b>	<b>813,000</b>

7.a)



SUMMER VILLAGE OF HORSESHOE BAY  
CAPITAL BUDGET 2022  
REVISED CAPITAL BUDGET

Approved by Council at Meeting August 13, 2022

Agenda Item	PROJECT	DESCRIPTION	Total		Funding Sources						Total CAP Grants	Accumulated Surplus	Available CAP Funding
			Project Cost	2022 Project Cost	MSI Cap	MSP	CCBF-GTF	AT Grant	Grants	Surplus			
	<b>Total Grant allocations available include 2023 MSI &amp; CCBF</b>				\$ 316,579	\$ 9,026	\$ 73,749	\$ 275,250	\$ 674,604	\$ 869,959			
7.a) i	Roads	Pavement ACP 40mm overlay	\$ 65,952	69,000	69,000				69,000	(69,000)			
7.a) ii		N Russel Dr 635m x 5.65m	11,908	12,000	12,000				12,000	(12,000)			
7.a) iii		MPD - 130m x 5.0m	69,616	73,000	73,000				73,000	(73,000)			
7.a) iii		N HBD - 635mx 5.85m	147,476	154,000	154,000				154,000	(154,000)			
		Funded from MSI CAP	86,928	104,000	104,000		73,749		73,749	30,251			
		TWP594 - 902m x 5.9	86,104	89,000	89,000				89,000	(89,000)			
		N Homestead 930mx5.0	34,808	39,000	39,000				39,000	(39,000)			
		N Point Dr 330m x 5.6m	367,316	386,000	386,000				227,749	158,251			
		Quote QU-059	9,000										
		Cold Mill Transverse J	376,316	386,000	386,000				227,749	158,251			
		Eng., testing & contingency	9,684										
		In above											
		<b>Cost Est. 'B' Summary per Engineer</b>	<b>386,000</b>	<b>386,000</b>	<b>386,000</b>		<b>73,749</b>		<b>227,749</b>	<b>158,251</b>	<b>(386,000)</b>		
	Roads	Bridge Replacement	215,620	215,620	215,620								
		Bridge Culvert Construction cost	55,295	55,295	55,295								
		Cost of Culvert from Frontier	270,915	270,915	270,915								
		2700mm culvert	94,085	94,085	94,085								
		Eng. & contingencies	365,000	365,000	365,000								
		Per Tender Est. by Roseke Eng. rounded to WSP estimate	2,000	2,000	2,000								
7.a) iv	Bridge Culvert	<b>Culvert Est total cost</b>	<b>367,000</b>	<b>367,000</b>	<b>367,000</b>			<b>275,250</b>	<b>367,000</b>	<b>(367,000)</b>	<b>0</b>		
	Stormwater	Ditches, culverts, trenching etc.	254,000	0	0								
		Total Roads, Bridges & Stormwater drainage	1,007,000	753,000	245,750				594,749	158,251	(753,000)		
	Community Dock	Dock - 4 boat stalls (slips)	37,289	37,289	28,263				37,289	(7,737)	(37,289)		
	Lake Front park	Beach, benches, parking, etc.	7,737	7,737	7,737				7,737		(7,737)		
7.a) v	Community Dock & Lake front park	<b>Remaining Cap funding available</b>	<b>45,026</b>	<b>45,026</b>	<b>36,000</b>			<b>9,026</b>	<b>45,026</b>	<b>(9,026)</b>	<b>(45,026)</b>		
7.a) vi	Rec. Centre Rehab. FB unspent MSI-CAP 6547 \$6,534	<b>Remaining Cap funding available</b>	<b>39,974</b>	<b>21,491</b>	<b>21,491</b>				<b>21,346</b>	<b>145</b>	<b>(21,491)</b>		
		<b>Remaining Cap funding available</b>	<b>1,092,000</b>	<b>819,517</b>	<b>303,096</b>			<b>275,250</b>	<b>661,121</b>	<b>158,396</b>	<b>(819,517)</b>		
		<b>Total Capital projects &amp; grant applications for 2022</b>	<b>\$ 1,092,000</b>	<b>\$ 819,517</b>	<b>\$ 303,096</b>		<b>\$ 9,026</b>	<b>\$ 73,749</b>	<b>\$ 275,250</b>	<b>\$ 661,121</b>	<b>\$ 158,396</b>		
		Unspent 2018 MSI CAP-6647	6,534	6,534	6,534				6,534		50,442		
		Unspent 2019 MSI CAP-11975 Rehab incl east end 594 level & gravel	2,020	2,020	2,020				2,020				
		Unspent 2021 MSI CAP-13871 rds. repairs, patch, cracks, resurface, etc	1,857	1,857	1,857				1,857				
		Unspent 2021 MSI Cap-14385 Bridge assessment & signs	3,072	3,072	3,072				3,072				
		Unspent MSI CAP from prior years	13,483	13,483	13,483				13,483		(13,483)		
		<b>Total Capital Budget for 2022</b>	<b>\$ 1,105,483</b>	<b>\$ 833,000</b>	<b>\$ 316,579</b>		<b>\$ 9,026</b>	<b>\$ 73,749</b>	<b>\$ 275,250</b>	<b>\$ 674,604</b>	<b>\$ 158,396</b>		
		<b>Grant allocations &amp; Surplus available for future years</b>			<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>36,959</b>	<b>\$ 36,959</b>		

**REVISED CAPITAL BUDGET**

NOTES: 1. Accumulated Surplus beginning of year 2022  
Less: Cash Reserve required by Bylaw  
Adjustment for operating costs  
Cash NOT available for Capital projects  
**Accumulated Surplus available for Capital projects**  
Less: transfer from accumulated surplus for capital in 2022  
**Accumulated Surplus available for future Capital Projects**  
Plus: Cash not available for Capital projects  
**Accumulated Surplus end of 2022. (After 2022 Capital projects)**

\$	270,355
(\$50,000)	
(25,000)	
(75,000)	
<b>195,355</b>	
158,396	
<b>\$ 36,959</b>	
<b>\$ 75,000</b>	
<b>\$ 111,959</b>	
42,844	
<b>\$ 69,115</b>	

- Project grant funding includes estimated MSI & CCBF allocations for 2023
- Estimated cash on hand at December 31, 2022 (until 2023 grant allocations are paid to SV in 2023) is
- Road work covers approx. 72% of all paved roads. The south end of Russel Dr. & Homestead Trail, Point Dr south and all of Coney Dr are not being paved over because of lack of funding.
- There is NO stormwater drainage in Capital projects. There is \$5,000 in operating expenses

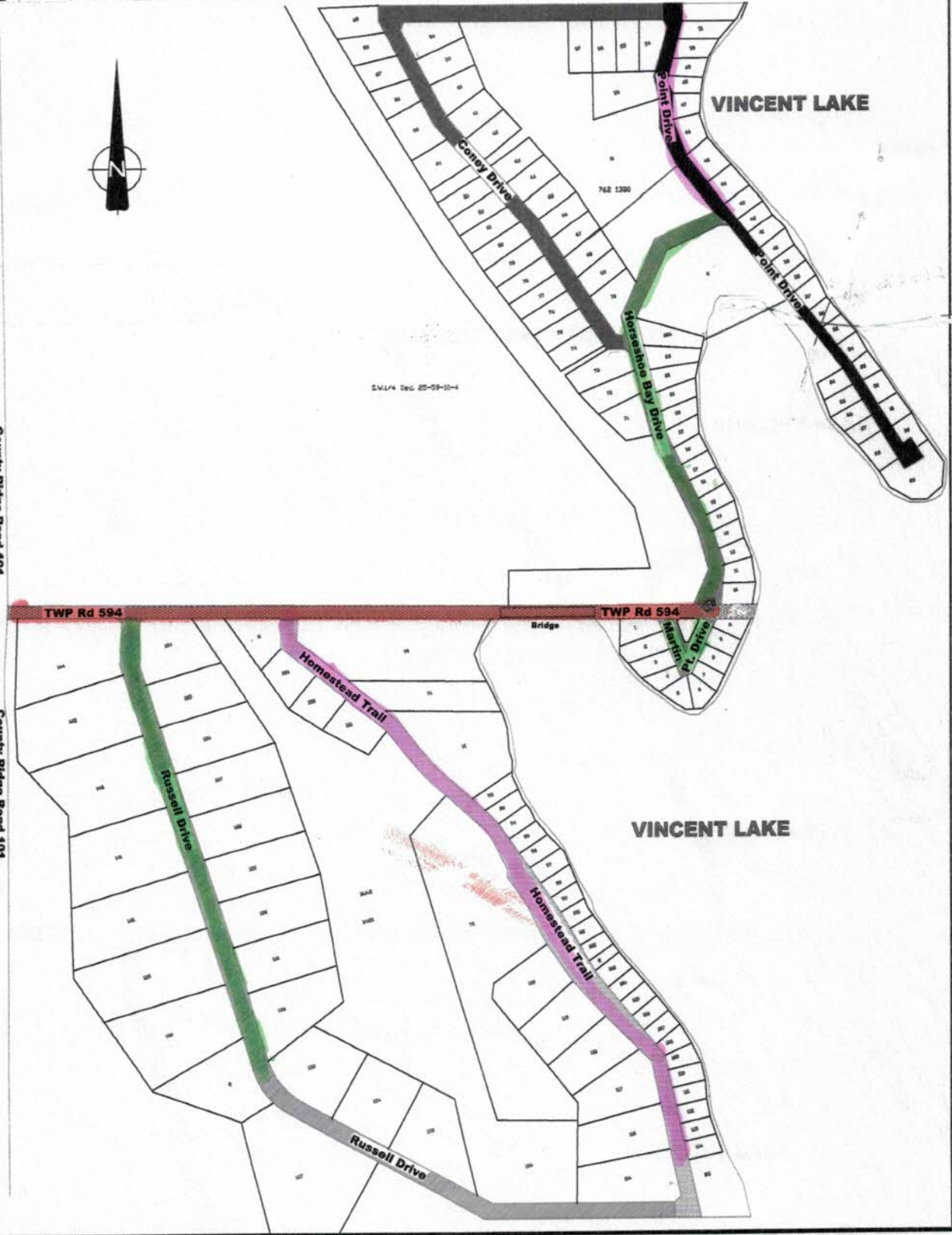


# S. V. OF HORSESHOE BAY



County Ridge Road 101

County Ridge Road 101





# QUOTE

## Elevated Surface Works Ltd

PO Box 6220  
Bonnyville, AB T9N 2G8  
Phone: (780)-826-4774  
Email: admin@eswltld.ca

Quote Number QU-059

### CUSTOMER

TO: Horseshoe Bay

### DATE

May 13, 2022

Attn: Darcy Paulichuk  
email:darcy.paulichuk@shaw.ca

SCOPE OF WORK	AMOUNT						
<b>RE: Overlay</b> <i>@ 18.32/m<sup>2</sup></i> Area 20,000 m <sup>2</sup> - 40mm overlay Price does not include patching or crackfilling  Notes: *Pricing expires after 30 days. Written confirmation required. * Pricing valid for work completed in 2022 * Final area to be surveyed for payment	\$366,343.49						
<table border="1"> <tr> <td><b>Sub Total</b></td> <td style="text-align: right;"><b>\$366,343.49</b></td> </tr> <tr> <td><b>GST 5%</b></td> <td style="text-align: right;"><b>\$18,317.17</b></td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$384,660.66</b></td> </tr> </table>		<b>Sub Total</b>	<b>\$366,343.49</b>	<b>GST 5%</b>	<b>\$18,317.17</b>	<b>Total</b>	<b>\$384,660.66</b>
<b>Sub Total</b>	<b>\$366,343.49</b>						
<b>GST 5%</b>	<b>\$18,317.17</b>						
<b>Total</b>	<b>\$384,660.66</b>						

### TERMS AND CONDITIONS

1. Payment will be due upon completion of the work

Customer Acceptance (sign below):

X \_\_\_\_\_  
Signature

Thank You for Your Business!

If you have any questions or concerns about this quote please call Tim Wheeler at 780-207-7441 or Chris Reid at 780-812-0950

*+ Milling - 9mill @ 2.5¢ x 1000 = 9.000*  
*+ Engineering ECT 8.500*

<i>366,316</i>
<i>9,000</i>
<hr/> <i>375,316</i>
<i>8,500</i>
<hr/> <i>383,816</i>



# "C" ESTIMATE



**Project:** Bridge File 77121 - Local Road over a Tributary to Atmoswe Creek SW 25-59-10 W4M  
**Alternative:** Alternative #2 - (1) 2700 mm dia. x 26 m CSP  
**Job Number:** REL221036  
**Date:** 13-Jul-2022

Bid Items		Unit	Est. Quan.	Unit Price	Total
1	Mobilization	Lump Sum	1	\$ 22,192.77	\$ 22,192.77
2	Site Occupancy	Day	19	\$ 1,500.00	\$ 28,500.00
3	Traffic Accommodation (Road Closed - Local Road Detour Implemented)	Lump Sum	1	\$ 20,000.00	\$ 20,000.00
4	Total Suspended Solids (TSS) Testing	Days	8	\$ 1,800.00	\$ 14,400.00
5	Care of Water	Lump Sum	1	\$ 18,000.00	\$ 18,000.00
6	Removal and Disposal of Existing Bridge Structures	Lump Sum	1	\$ 23,996.20	\$ 23,996.20
	Topsail Stripping and Stockpile for Re-use	m <sup>3</sup>	310	\$ 4.70	
	Excavation Above Streambed	m <sup>3</sup>	155	\$ 26.83	
	Removal and Disposal of Existing Structure	Lump Sum	1	\$ 16,100.00	
	Addnl Excavation from Benching	m <sup>3</sup>	85	\$ 26.83	
7	Excavation - Structural	Lump Sum	1	\$ 8,451.45	\$ 8,451.45
	Excavation below Streambed for Foundation Construction	m <sup>3</sup>	315	\$ 26.83	
8	Excavation - Channel	Lump Sum	1	\$ 1,335.00	\$ 1,335.00
	Excavation for Channel Regrading & Rip Rap Placement Excavation	m <sup>3</sup>	15	\$ 89.00	
9	Assemble 2700 mm Diameter CSP	Lineal Metre	26	\$ 469.61	\$ 12,209.86
10	Backfill - Granular	Lump Sum	1	\$ 22,116.35	\$ 22,116.35
	Des. 2, Class 40/25 (Crushed Aggregate Backfill)	m <sup>3</sup>	215	\$ 93.60	
	Des. 2, Class 25 (Crushed Aggregate) Bedding	m <sup>3</sup>	10	\$ 93.60	
	Geotextile - Woven (Supply and Install)	m <sup>2</sup>	185	\$ 5.71	
11	Backfill - Non Granular	Lump Sum	1	\$ 30,878.75	\$ 30,878.75
	Clay Seals	m <sup>3</sup>	265	\$ 35.29	
	Construction of Spurs at US End & Channel Fill	m <sup>3</sup>	295	\$ 35.29	
	Embankment Fill (between clay seal wings) & Above Structural Envelope	m <sup>3</sup>	295	\$ 35.29	
12	Heavy Rock Riprap (Class 1)	Cubic Metres	90	\$ 279.77	\$ 25,179.00
	Heavy Rock Riprap (Class 1)	m <sup>3</sup>	90	\$ 270.50	
	Geotextile - Nonwoven (Supply and Install)	m <sup>2</sup>	200	\$ 4.17	
13	Roadway Work (2 Lanes Undivided)	Lump Sum	1	\$ 11,646.30	\$ 11,646.30
	Topsail Placement (& Supply as Required)	m <sup>3</sup>	380	\$ 5.96	
	Supply and Place Granular Base Course	m <sup>3</sup>	48	\$ 116.00	
	ACP Surfacing - Type MT	l	23	\$ 99.72	
	Seeding & Fertilizing	Lump Sum	1	\$ 1,500.00	
14	Environmental Compensation Measures - Silt Fence	Lineal Metre	105	\$ 22.35	\$ 2,346.75
15	Environmental Compensation Measures - RECP Matting (Type B)	Square Metre	80	\$ 35.85	\$ 2,868.00
Sub-Total Contract Modified Contract Price (excluding site occupancy)					\$ 244,120.43
Supply of 2700 mm diameter x 26.0 m long Galvalnaized CSP with Delivery. Purchased Directly by the Summer Village of Horseshoe Bay from Frontier Construction Products Ltd. (Quote # FCP-32-22a)					\$ 215,620.43
Total Construction Costs					\$ 270,914.43
Contingencies (10% of Construction Costs)					\$ 27,090.00
Engineering Services					\$ 67,000.00
<b>Total Estimated Project Costs</b>					<b>\$ 365,000.00</b>

NOTES: GST Not Included in Estimate

7.21 iv



# D&A PAULICHUK CONSULTING LTD.

20834 - 96A Avenue  
Edmonton, Alberta, T5T 4E7  
Ph. (780) 246-7100

DATE	INVOICE NO.
July 8, 2022	1498

**BILL TO:**

Summer Village of Horseshoe Bay  
168, 2301 Premier Way  
Sherwood Park, AB, T8H 2K8

Att. Mr. Norman Briscoe

**BILLING PERIOD**

May 1 - July 7, 2022

TERMS	PROJECT
Due Now	H5411 -BF 77121 Bridge Replacement

QTY	DESCRIPTION	RATE	AMOUNT
	<b>Summer Village of Horseshoe Bay - BF # 77121 Bridge Replacement</b>		
1	Site Survey - BASE Surveys Inc. see Invoice #1366	\$ 3,400.00	\$ 3,400.00
1	Preliminary Engineering & Design - Roseke Eng. Ltd. - See Invoice #0410	\$ 18,114.61	\$ 18,114.61
15	D. Paulichuk, P. Eng. - Project Coordination	\$ 125.00	\$ 1,875.00
<p><b>Please make cheques payable to: "D&amp;A Paulichuk Consulting Ltd."</b></p> <p><b><u>Direct Deposit Information</u></b> CIBC Account No. 19-19717 Transit No. 04069 Email: darcy.paulichuk@shaw.ca</p>			
SUB-TOTAL:			\$23,389.61

Business Number: 85142 1313

GST 5% \$1,169.48

PAID RETAINER - : \$0.00

**TOTAL:** \$24,559.09

2022 Capital Budget for

**Community Dock & Park 2022**

**Cost of Multi dock system for 4 boats**

Insta Dock Inc. Quote 22-55 for 4 boats

Total length of Dock from shore to end of finger: 116 ft.

Projected costs for 32ft wide terminal.

**Multi Dock system (Insta-Dock) for 4 boats**

112' Walkway 4' x 16' sections

Terminal platform 4' by 16'

4' x 16' sections.

Mooring fingers 4' by 16' .

4' x 16' sections

4' x 16' shore ramp c/w hinge kit.

Total lengths of dock 16' sections ordered

Total length of dock from shore to end of fingers

Deep Screw Jack leg pair c/w 10" x 22" poly wheels

Medium Screw Jack leg pair c/w foot pads

Pair 4' shore end leg kit

Pair vertical bumpers

Pair Pop-up mooring cleats

Pair corner bumpers

Pair Solar light 3'x3' w/ aluminum frame

Tow Bar

4 step ladder

Insta Dock Cost of rolling dock for 4 boats

less 2.75% for payment by cheque on \$35,320

Cost of RGC Rolling dock from Insta Dock Inc

Delivery , Assembly & Installation July 7,2022

**Total Cost of Community Dock**

Other costs & development of day use area

Signage

Life Saves rings &/or buoys, ropes, etc.

Prep site & dead or aquatic veg. removal (littoral drift)

Sand if needed & gravel parking area

Picnic benches, garbage cans, etc.

Contingency & other costs

**Other costs & develop day use area Estimate**

			2022	2022	Revised	Actual
			Unit	Cost	Budget	
			Price	Estimate	2022	2022
feet	Quantity	No.	\$			
80	80	5	2,495	\$ 12,475.00	\$ 12,475.00	
4	32	2	2,495	4,990.00	4,990.00	
84	112	7	2,495	17,465.00	17,465.00	
16	32	2	2,495	4,990.00	4,990.00	
100	144	9		22,455.00	22,455.00	
16	16	1	2,395	2,395.00	2,395.00	
	160	10		24,850.00	24,850.00	
116						
		6	775	4,650.00	4,650.00	
		4	725	2,900.00	2,900.00	
		1	250	250.00	250.00	
		4	225	900.00	900.00	
		4	95	380.00	380.00	
		2	95	190.00	190.00	
		6	75	450.00	450.00	
		1	300	300.00	300.00	
		1	450	450.00	450.00	
				35,320.00	35,320.00	
				(971.30)	(971.30)	
				34,348.70	34,348.70	34,348.70
				2,940.00	2,940.00	2,940.00
				37,288.70	37,288.70	37,288.70
				1,000.00	1,000.00	
				500.00	500.00	
				1,000.00	1,000.00	
				2,000.00	2,000.00	
				2,000.00	2,000.00	
				2,237.30	2,237.30	
				7,737.30	7,737.30	-
				\$ 45,026.00	\$ 45,026.00	\$ 37,288.70

Revised Budget to \$45,026

**Notes:**

Approved by Council May 15, 2022 for 6 boats

Purchased 4 boat dock which does not require AEP approval.

Funding source for dock is - MSI CAP

- Municipal Stimulus program

\$ 36,000.00

9,026.00

\$ 45,026.00

Total funding



14055 Mark Messier Trail NW  
Edmonton, Alberta T6V 1H4  
Phone: (780) 445-8484  
Email: sales@instadock.ca



www.instadock.ca

www.instaramp.ca

Date June 27, 2022.

**Bill to** Attn: Norman Briscoe **Ship to** (customer pick up if blank)

**Name** SV of Horseshoe Bay **Name** \_\_\_\_\_

**Address** Po Box 1778 **Address** \_\_\_\_\_

**City** St Paul **Province** AB **Postal** T0A3A0 **City** \_\_\_\_\_ **Province** \_\_\_\_\_ **Postal** \_\_\_\_\_

**Phone/Cell** 780-645-4677 **Phone/Cell** \_\_\_\_\_

**E-mail** svhorseshoebay@gmail.com **E-mail** \_\_\_\_\_

Qty	Product Description	Unit Price	TOTAL
9	RGC 4'x16' truss deck sections	2495	\$22,455
1	c/w beige SunWalk decking		\$2395
1	4'x16' shore ramp c/w hinge		
	Kit as above		
6	Deep Screw Jack leg pair	775	\$4650
4	c/w 10" x 22" poly wheels		
4	Medium Screw Jack leg pair	725	\$2900
1	as above		
1	4' shore end kit c/w		\$250
	foot pads		
4	Pair Grey Vertical Bumpers	225	\$900
4	Pair Pop-up mooring cleats	95	\$380
2	Pair Beige Corner Bumpers	95	\$190
6	Pair LED Edge lights	75	\$450
1	Tow Bar for truss deck	300	\$300
1	4 Step dock ladder		\$450

**Payment Method** 35,320 less 2.75% = 971.30 = 34,348.70 **Subtotal** \$35,320

Cash  Debit  Cheque **GST # 859429417** \$1,765

e-Transfer  Visa  MasterCard 36,066.14 **Total** \$37,085

**Deposit** (1,018.86)

**Paid Balance** 36,066.14

**PAID**  
**CHQ. NO. 2638**  
**DATE JUN 30 2022**  
**AT 36066.14**

FOB: Our Yard Unless Otherwise Noted

"SERVICE IS OUR BUSINESS"

2730

**Heroes Team**  
 3904 149a St.  
 Edmonton AB T6R1J8  
 7806953625  
 admin@heroesteam.ca  
 www.heroesteam.ca  
 GST/HST Registration No.: 740996475



# INVOICE

**BILL TO**

Summer Village of Horseshoe Bay  
 Horseshoe Bay, Horseshoe Bay,  
 Vincint Lake, United States

INVOICE # 1097C  
 DATE 14/07/2022  
 DUE DATE 14/07/2022  
 TERMS Due on receipt

DATE	PRODUCT/SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
07/07/2022	101-003 Dock Installation	Load Up Dock at Instadock Travel to/from Horseshoe Bay Install Dock	10.50	280.00	2,940.00

We appreciate your business and look forward to helping you again soon!

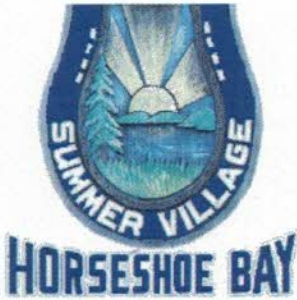
SUBTOTAL	2,940.00
GST @ 5%	147.00
TOTAL	3,087.00
BALANCE DUE	<b>\$3,087.00</b>

**PAID**  
 CHQ. NO. 2649  
 DATE JUL 15 2022  
 AMT. 3087.00

Please e-transfer payment to: admin@heroesteam.ca

Comment: Invoice #

If credit card payment is requested, a separate invoice will be issued. 3% fee is added to all payments.  
 All invoices unpaid 30 days from date of issue will be charged 2% per month (compounded monthly).



# Summer Village of Horseshoe Bay

P.O. Box 1778

St. Paul, AB T0A 3A0

Phone: (780)645-4677

Email: svhorseshoebay@gmail.com

Website: www.svhorseshoebay.com

## Agenda Item Summary Report

**Agenda Item 7.b) i)** Approve contract for NW Russel Dr, Martin Point Dr & Horseshoe Bay Dr overlay

**Meeting Date:** August 13, 2022 Regular Council Meeting

### Background

Based on Darcy Paulichuk, P Eng. assessment and recommendation, administration recommend that the Summer Village contract Elevated Surface Works Ltd., who provided the lowest quote at \$18.32/m<sup>2</sup>, as the contractor to install approximately 8,050 m<sup>2</sup> of 40mm overlay to a section of Russel Drive, Martin Point Drive and Horseshoe Bay Drive for an estimated contract price of approximately \$151,000, to be funded \$151,000 from MSI Capital grants.

### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that the Summer Village of Horseshoe Bay Council authorize Administration to enter into a contract with Elevated Surface Works Ltd. to install 40mm pavement overlay at \$18.32/m<sup>2</sup> over 1.4 km, of road on Russel Drive, Martin Point Dr & Horseshoe Bay Dr. for \$151,000.

-Carried-

7.b) i)



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 7.b) ii)** Approve contract for TWP 594 Pavement Overlay

**Meeting Date:** August 13, 2022 Regular Council Meeting

### Background

Based on Darcy Paulichuk, P Eng. assessment and recommendation, administration recommend that the Summer Village contract Elevated Surface Works Ltd., who provided the lowest quote at \$18.32/m<sup>2</sup>, as the contractor to install approximately 5,400 m<sup>2</sup> of 40mm overlay to approximately 902m of TWP 594 for an estimated contract price not to exceed \$101,000.

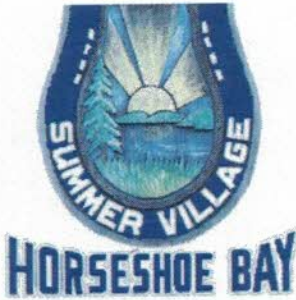
### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that the Summer Village of Horseshoe Bay Council authorize Administration to enter into a contract with Elevated Surface Works Ltd. to install 40mm pavement overlay at \$18.32/m<sup>2</sup> over 902m, of TWP 594 for an estimated cost not to exceed \$101,000.

-Carried-

7.b) ii)





# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 7.b) iii)** Approve contract for Homestead Trail and Point Drive pavement overlay

**Meeting Date:** August 13, 2022 Regular Council Meeting

### Background

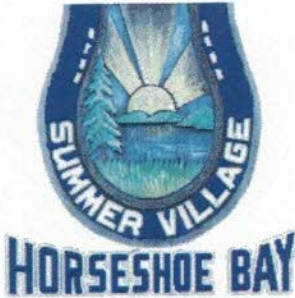
Based on Darcy Paulichuk, P Eng. assessment and recommendation, administration recommend that the Summer Village contract Elevated Surface Works Ltd., who provided the lowest quote at \$18.32/m<sup>2</sup>, as the contractor to install approximately 6,600 m<sup>2</sup> of 40mm overlay to approximately 930m at the north end of Homestead Trail and 330 m at the north end of Point Drive for an estimated contract price for approximately \$125,000.

### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that the Summer Village of Horseshoe Bay Council authorize Administration to enter into a contract with Elevated Surface Works Ltd. to install 40mm pavement overlay at \$18.32/m<sup>2</sup> over 1.26 klms, of road on Homestead Trail and Point Drive for approximately \$125,000.

-Carried-

7.b) iii)



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 7.b) iv) Engineering Contract Approval – D & A Paulichuk Consulting Ltd.**

**Meeting Date:** August 13, 2022 Regular Council Meeting

### Background

As Council is aware, during the past year Darcy Paulichuk, P Eng., has been inspecting and assessing the condition of the roads in the summer village, and making suggestions and recommendations to administration on how to proceed with the short and long term maintenance and repair of the SV roads.

Darcy's services, include inspecting & assessing road conditions, investigating alternatives and options on road resurfacing products, preparing cost estimates, finding potential contractors, and drafting contracts. Darcy is also coordinating & managing the 2022 pavement overlay project

The total estimate for the overlay project of \$386,000, includes an estimated \$8,500 for Contract preparation, Materials testing & Project management.

The \$8,500 does not include many, if any, of the aforementioned activities. The \$8,500 is 2.25% of the \$377,000 construction estimated cost of the project. 2.25% is low, when compared to the 5% to 15% used on many of the proposals and contracts I see.

Based on common practice I usually factor in a minimum of 10% for contingencies and 5% for engineering for a total of 15% when I am preparing estimates and budget figures.

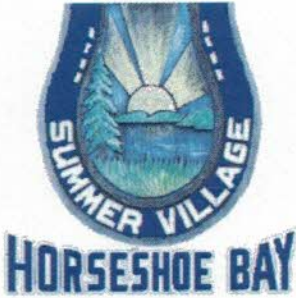
I will leave it up to Darcy what he invoices but would like to budget more than the \$8,500. I therefore recommend to Council that you approve at least \$10,000 for engineering on the overlay project.

### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that the Summer Village of Horseshoe Bay Council approve a contract with Darcy Paulichuk operating as D & A Paulichuk Consulting Ltd., to oversee and coordinate the 2022 pavement overlay project for at least \$10,000.

-Carried-

7.b) iv)



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 7.b) v)** Approve Bridge Culvert Purchase.

**Meeting Date:** August 13, 2022 Regular Council Meeting

### Background

Administration needs council approval to pay ORD01121 from Frontier Construction Products Inc. for the construction of the Bridge Culvert between Homestead Trail (1<sup>st</sup> Street) and Horseshoe Bay Drive

ORD01121 for \$58,059.75 is attached.

### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that the Summer Village of Horseshoe Bay Council approve payment of Inv. ORD01121, for \$58,059.75 from Frontier Construction Products Inc. for the purchase of the bridge culvert to replace the existing bridge between Homestead Trail and Horseshoe Bay Drive.

**-Carried-**

7.b)v)



# FRONTIER

Construction Products Ltd.

PO Box 888  
4005 - 50 Avenue  
Thorsby, AB T0C 2P0  
Phone: (780) 789-3666

Date Jul 13, 2022	Page 1
Order Number ORD01121	

## Order Confirmation

**Sold To:**

Cash Sale - Summer Village of Horseshoe Bay  
Norman Briscoe 780-645-4677

**Ship To:**

Village of Horseshoe Bay  
On TWP 594, 700m E of RR 101  
Between 1st Street & Horseshoe Bay Drive  
Norman Briscoe 780-645-4677  
Summer Village of Horseshoe Ba, AB

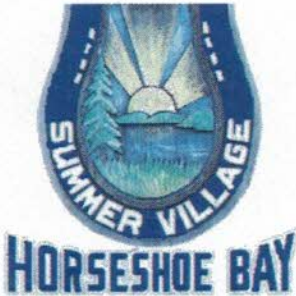
GST No.: 820484269 RT0001

Ordered By	PO Number	Customer No.	Order Date	Ship Via	Terms
Norman Briscoe	NORMAN	CASHSUM	Jul 13, 2022		N30

Item Description	Qty. Ord.	Qty. Shp.	Qty. B/O	Unit Price	UOM	Extended Price
2700mm x 3.5mm x 6m GALV CSP (125x25 profile)	1.00	0.00	1.00	11,844.00	EA	11,844.00
2700mm x 3.5mm x 10m GALV CSP c/w 2:1 SE (125x25 profile)	2.00	0.00	2.00	19,740.00	EA	39,480.00
2700mm Double-Wide Annular Coupler c/w hardware (3 piece) <i>Hardware = 30 x 8" bolts c/w nuts</i>	2.00	0.00	2.00	565.50	EA	1,131.00
Freight <i>Freight extra to site, additional charges may apply, 60 minutes of unloading time included</i>						2,840.00

<b>Comments:</b>	<b>Tax Summary:</b>		
	GST	2,764.75	Less Included Tax 0.00
			Subtotal 55,295.00
			Total Taxes 2,764.75
		Total order	58,059.75

7.6)v)



# Summer Village of Horseshoe Bay

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Phone: (780)645-4677  
Email: svhorseshoebay@gmail.com  
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## Agenda Item Summary Report

**Agenda Item 7.b) vi)** Approve Quotes for Rec Center Rehab

**Meeting Date:** August 13, 2022 Regular Council Meeting

### Background

The 2022 budget approved April 23, 2022 for the Recreation Centre Rehab & betterment only had \$5,000 for 2022 expenditures. We had put hall rehab & betterment on hold until we knew how much grant money, we would receive under the current MSI program which ends next year. We now know and have allocated all grant allocation, including 2023 estimates, to capital projects we can afford to do. Part of those allocations is allocating \$3,500 to do some work on the hall and gazebo.

Last winter and being closed for the last two years, has been hard on the hall. I have therefore obtained some estimates on hall work.

1. Repairing floor

### Recommendation/RFD/Comments

MOVED BY Marg L. that the Summer Village of Horseshoe Bay Council authorize administration to proceed with accepting the quotes carrying out the work required for the Rec Center Rehab.

**-Carried-**

7.b) vi)

**Martin Recreation Centre Enhancement & Betterment  
Work sheet for Estimated Costs**

	units	Quantity	2022 Unit Price	2022 Cost Estimate	Budget Year		
					2022	2023	future
<b>SV Community Hall</b>							
Ideal Carpet estimates			\$				
Supply & Install drop ceiling (T-bar)	sf	950	10.58	\$ 10,051	10,051		
Accessories to install drop ceiling		950	1.00	950	950		
Prep walls, joiner strips, fill cracks & paint	hrs.	24	80.00	1,920	1,920		
Paint (82-320 old stock sale)		11	56.59	622	622		
Travel (4 days at 60klm per round trip)	klm	240	0.90	216	216		
Paint hall & replace ceiling				13,759	13,759		
Prep & paint Metal door	hrs.	15	80.00	1,200	-		
Travel (4 days at 60klm per round trip)	klm	60	0.90	54	-		
other		-	-	-	-		
Ideal Carper estimate ES201096 Jul22/22				15,013	13,759		
Pant Ext hall floor Estimate ES200946 May27/22				1,879	1,879		
Total Ideal Carpet estimates				16,892	15,638		
Contingency for electrical & other in main hall				5,000	5,000		
other & contingency				988	2,242		
Eve troughs & gutters, & down spouts				5,000	5,000		
				<b>\$ 27,880</b>	<b>\$ 27,880</b>		

Max new MSI available for 2022&23 is \$21,346      \$ 21,346  
 Unspent MSI CAP-6547 grant \$6,534                      6,534  
 MSI CAP available for 2022&23                              \$ 27,880

Revised Budget to \$21,483

Unspent MSI CAP-6547    \$ 6,534  
 2022 MSI apply for \$21,000 new amendment.              21,000  
 MSI CAP-6547 new amount                                      \$ 27,534

**IDEAL CARPETS & INTERIORS LTD.**  
**BOX 306**  
**5029 - 50 AVE**  
**ST PAUL, AB T0A 3A0**  
**Telephone: 780-645-5788 Fax: 780-645-5794**

**ES201096**

**ESTIMATE**

Sold To	Ship To
SUMMER VILLAGE OF HORSESHOE BAY BOX 1778 ST PAUL, AB T0A3A0	SUMMER VILLAGE OF HORSESHOE BAY BOX 1778 ST PAUL, AB T0A3A0

Quote Date	Tele #1	PO Number	Quote Number
07/22/22	780-645-4677	PAINT & CEILING	ES201096

Inventory	Style/Item	Color/Description	Quantity Units	Price	Extension
PREP	SUPPLY & INSTALL DROP CEILING		950.00 SF	10.58	10,051.00
PREP	PREP WALLS, JOINER STRIPS,, FILL CRACKS & PAINT		24.00 HR	80.00	1,920.00
82-320C/01	MANOR HALL /EGG MIDTONE	82-320 ** OLD STOCK # **	11.00 EA	56.59	622.49
ACCESSORIES TO INSTALL	ACCESSORIES TO INSTALL	ACCESSORIES TO INSTALL	950.00 EA	1.00	950.00
	paint & ceiling bars, etc.				
	TRAVEL		240.00 EA	0.90	216.00
	PREP & PAINT METAL DOOR		15.00 HR	80.00	1,200.00
	TRAVEL		60.00 EA	0.90	54.00
	Id #: 3 TRIPS FOR METAL DOOR PAINT SEPER				

— 07/22/22 — 4:08PM —

Sales Representative(s):  
**KATHI JOHNSEN**

Subtotal: **15,013.49**  
 GST: **750.67**  
 PST: **0.00**

**ESTIMATE TOTAL: \$15,764.16**

A minimum payment of 60% is due before ordering. The remainder is due upon completion.  
 Thank you for letting us quote your project.

IDEAL CARPETS & INTERIORS LTD.  
 BOX 306  
 5029 - 50 AVE  
 ST PAUL, AB T0A 3A0  
 Telephone: 780-645-5788 Fax: 780-645-5794

ES200946

**ESTIMATE**

Sold To	Ship To
SUMMER VILLAGE OF HORSESHOE BAY BOX 1778 ST PAUL, AB T0A3A0	SUMMER VILLAGE OF HORSESHOE BAY BOX 1778 ST PAUL, AB T0A3A0

Quote Date	Tele #1	PO Number	Quote Number
05/27/22	780-645-4677	FIX DAMAGED FLOOR	ES200946

Inventory	Style/Item	Color/Description	Quantity	Units	Price	Extension
95-2400/01	RAPID COAT NEUTRAL BASE-A	95-2400/01	1.00	EA	113.18	113.18
95-249/01	RAPID COAT COMPONENT B	95-249/01	1.00	EA	144.40	144.40
PCCHIPSSIERR	DECORATIVE CHIPS - SIERRA	NA	5.00	SF	18.99	94.95
A	MISC LABOUR		12.00	HR	95.00	1,140.00

**Day 1:**

Using hand grinder set (makita blue) grind

- expansion joint in centre of room
- grind gouge in floor
- grind north<sup>W</sup> wall area approx. 4'x6' where hydrostatic pressure is pushing up sodium. *N/E Wall & Hall*
- vacuum all areas
- apply base coat and flakes

**Day 2:**

- scrape and vacuum flake
- apply top coat and clean area

	TRAVEL		200.00	EA	0.90	180.00
	FUEL SURCHARGE REBATE		200.00	EA	0.00	0.00
95-8000/01	PITTHANE ULTRA NEUTRAL BASE-A	95-8000/01	1.00	EA	159.21	159.21
95-819/04	PITTHANE ULTRA COMPONENT B	95-819/04	1.00	EA	47.66	47.66

— 05/27/22 —

8:53AM —

Sales Representative(s):

JOHN REID

Subtotal: 1,879.40

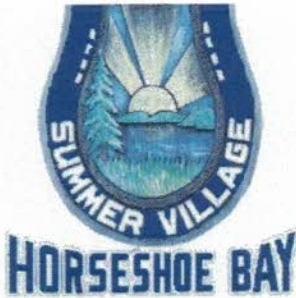
GST: 93.97

PST: 0.00

A minimum payment of 60% is due before ordering. The remainder is due upon completion.  
 Thank you for letting us quote your project.

**ESTIMATE TOTAL: \$1,973.37**





# Summer Village of Horseshoe Bay

P.O. Box 1778  
St. Paul, AB T0A 3A0  
Phone: (780)645-4677  
Email: svhorseshoebay@gmail.com  
Website: www.svhorseshoebay.com

## Agenda Item Summary Report

**Agenda Item: 7.c)** ACP Tourism Grant – Consultant Approval

**Meeting Date:** August 13, 2022

### Background/Discussion/Options

---

In April, the Summer Village was approved for a grant of \$98,000 under the Intermunicipal Collaboration component of the 2021/22 ACP in support of our Regional Tourism Opportunity Identification and Development Strategy Project. The Summer Village is managing partner of the project.

Outlook Market Research has been selected as consultant for the project.

The Summer Village needs to pass a motion to formalize the hiring of Outlook Marketing Research.

### Recommendation/RFD/Comments

---

MOVED BY Dave Am that council approve the hiring of Outlook Market Research as consultant for the Regional Tourism Opportunity Identification and Development Strategy Project.

-Carried-

Hi Norm

I am happy to say we have selected a consultant for the Regional Tourism Opportunity Identification and Destination Development Strategy as Outlook Market Research with Mark Baxter. As you are aware STEP (along with AB Hub and the St. Paul Chamber) have worked extensively with Mark and his team. To formalize the hiring of Outlook Market Research we need the Summer Village of Horseshoe Bay to pass a motion through their Council. You had previously indicated that Council would not meet until August, however I am hoping we can formalize as soon as possible to sign the contract and begin the work soonest, especially given this is tourism and it is summer in the region. Please advise what you need from me to expedite the process.

I would also like to advise you that Expedition Management Consulting have been selected to be the consultants on the Regional Recreation Feasibility Study. The County of St. Paul will be passing that motion at today's Council meeting.

Please advise if you have any questions.

**Linda Sallstrom**

Economic Development Officer

780-646-2975

[lsallstrom@stepeconomicdevelopment.ca](mailto:lsallstrom@stepeconomicdevelopment.ca)

[www.stepeconomicdevelopment.ca](http://www.stepeconomicdevelopment.ca)



STEP

St. Paul / Elk Point  
Economic Development Alliance

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ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR108119

His Worship Gary Burns  
Mayor  
Summer Village of Horseshoe Bay  
Box 1778  
St. Paul AB T0A 3A0

Dear Mayor Burns,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and co-operative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Summer Village of Horseshoe Bay has been approved for a grant of \$98,000 under the Intermunicipal Collaboration component of the 2021/22 ACP in support of your Regional Tourism Opportunity Identification and Development Strategy project. This approval does not signify broader support for any recommendation or outcome that might result from your project.

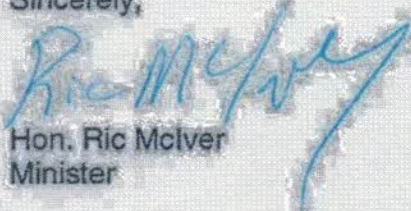
The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free at 310-0000, then 780-422-7125 or at [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca).

.../2

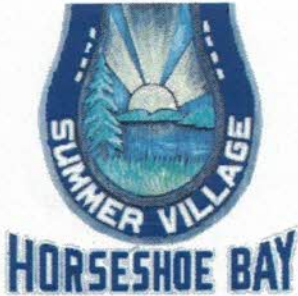
I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Hon. Ric McIver  
Minister

cc: David B. Hanson, MLA, Bonnyville-Cold Lake-St. Paul  
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock  
Mayor Parrish Chi-Kin Tung, Town of Elk Point  
Mayor Maureen Miller, Town of St. Paul  
Reeve Glen Ockerman, County of St. Paul No. 19  
Norman Briscoe, Chief Administrative Officer, Summer Village of Horseshoe Bay  
Ken Gwozdz, Chief Administrative Officer, Town of Elk Point  
Steven Jeffery, Chief Administrative Officer, Town of St. Paul  
Sheila Kitz, Chief Administrative Officer, County of St. Paul No. 19



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 8.a)** ASVA 2022 Conference & AGM

**Meeting Date:** August 13, 2022

### Background

The Association of Summer Villages of Alberta (ASVA) would like to know if we will be requiring hotel rooms for the 2022 Conference and AGM on October 20 – 21. They need to block off hotel rooms at a discounted rate.

The Venue is the Renaissance Hotel and Conference Center, Edmonton Airport.

### Recommendation/RFD/Comments

MOVED BY   ^   that administration inform ASVA that the Summer Village  
.....

(NOTE: Will complete this motion after discussion by council.)

8.a)

Good afternoon to member CAO's,

The Board has directed me to reach out to request your important feedback that will assist us in finalizing planning for the 2022 Conference and AGM in regards to blocking off hotel rooms at a discounted rate.

Will you be requiring hotel accommodations to attend the 2022 Conference & AGM on October 20 - 21st? (Please reply yes or no)

The Venue is the Renaissance Hotel & Conference Centre, Edmonton Airport.

Your earliest reply is appreciated.

**Sherry Poole**  
**Executive Director**  
**Association of Summer Villages of Alberta**  
**780-236-5456**  
[execdirector@asva.ca](mailto:execdirector@asva.ca)  
[www.asva.ca](http://www.asva.ca)

**SAVE THE DATE: October 20 & 21<sup>st</sup>, 2022**

**ASVA Conference & AGM**

**“COME TOGETHER TO GROW TOGETHER AGAIN”**



**Please contact ASVA for early bird registration: [info@asva.ca](mailto:info@asva.ca)**

**Venue:** *Renaissance Hotel & Conference Center, Edmonton Airport*

- **A Room Block Discount is available for early booking until September 20, 2022**

Please contact reservations: tel. 1-877-231-1724 or email:

[bailey.chomitzky@marriott.com](mailto:bailey.chomitzky@marriott.com) and refer to ASVA Conference & AGM

[www.asva.ca](http://www.asva.ca)

**Day 1: Full day Program**

October 20<sup>th</sup> Registration & Breakfast Buffet 9:00 a.m. – 10:00 a.m.

Conference begins at 10:00 a.m. promptly with Minister's Welcome

Program 10:00 a.m. – 4:00 p.m.

Coffee Break 10:30 a.m. – 10:45 a.m.

AGM 4:00 p.m. – 4:45 p.m.

Cocktail Hour 5:00 p.m. – 6:00 p.m.

Dinner Banquet 6:00 p.m. – 7:00 p.m.

Silent Auction & Entertainment 7:00 p.m. – 8:00 p.m.

**Day 2: ½ day Program**

Breakfast Buffet 8:00 a.m. – 9:00 a.m.

Emergency & Environmental Panel & Q&A 9:00 a.m. – 10:15 a.m.

Coffee Break & Snacks 10:15 a.m. – 10:30 a.m.

CAO Breakout Session & Panel 10:30 a.m. – Noon

12 Noon Closing of Session

**Featured Keynotes, Panels and Topics:**

Day 1 –

Advocacy Panel

R.C.M.P. K-Division "Policing Small Communities"

ALMS – Government of Alberta (Aquatic Species)

AB Municipalities - Future of Municipal Governments

RMA

Day 2 -

Emergency Management and Environmental Specialists Panel (GOA, AB Muni's, ALMS, FRIIA, and more) "Land, Air, Water"

CAO Breakout Session (Day 2)- featured topics and panel specialists:

SLGM – Tools and Resources for CAO's

LGAA – Tools and Resources for CAO's

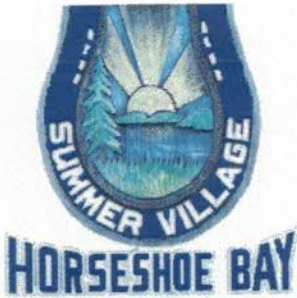
Topic 1: The Recipe for Productive CAOs

Topic 2: Ingredients of Positive and Constructive Relationships with CAO's & Councils:

Mayor Bernie Poulin, and S.V. Itaska Beach, CAO June Boyda

Fostering a Culture of Respect and Future of Municipal Government Project research on the changing dynamics of CAOs





# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 8.b) STEP Meeting Review

**Meeting Date:** August 13, 2022

#### Background

---

On July 14, 2022, Darrel Younghans, Chair of STEP Economic Development Alliance, asked Sheila Kitz to set up a meeting with the STEP committee and the regional Mayors/Reeve and CAO's, to determine a path forward. Originally the dates suggested were July 25 or 26, or sometime after August 8.

At the time both Gary Burns and Norman Briscoe were available on either July 25 or 26. We have not received any further information about meeting dates.

#### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that council approve Mayor Burns and CAO, Norman Briscoe attendance at a meeting with the STEP Committee and regional Mayors/Reeve and CAO's.

-Carried-

---

**STEP Meeting review**

---

**Sheila Kitz** <SKitz@county.stpaul.ab.ca>

Thu, Jul 14, 2022 at 9:15 PM

To: "Ken Gwozdz (cao@elkpoint.ca)" &lt;cao@elkpoint.ca&gt;, "Norm Briscoe (svhorseshoebay@gmail.com)" &lt;svhorseshoebay@gmail.com&gt;, "sjeffery@town.stpaul.ab.ca" &lt;sjeffery@town.stpaul.ab.ca&gt;

Cc: Linda Sallstrom &lt;lsallstrom@stepeconomicdevelopment.ca&gt;, Tim Mahdiuk &lt;TMahdiuk@county.stpaul.ab.ca&gt;, Darrell Younghans &lt;dyounghans@county.stpaul.ab.ca&gt;

Hi there,

Darrel Younghans, Chair of STEP Economic Development Alliance, has asked me to set up a meeting with the STEP Economic Development Alliance Committee, Mayors/Reeve, and CAO's to discuss the support for STEP and determine a path forward. This is following a conversation he had with the Mayor of Elk Point. I am wondering if July 25 or 26 would work for a meeting? July 25 – during the day, July 26 evening. If this doesn't work, could we book sometime after August 8?

Please advise.

  
**Sheila Kitz**

Chief Administrative Officer

County of St. Paul No. 19

5015 49 Avenue, St. Paul, AB T0A 3A4

P: 780-645-3301 ext. 1208

E: skitz@county.stpaul.ab.ca

[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)*Mission:**To create desirable rural experiences**Our*

8.b)

Summer Village of Horseshoe Bay  
August 13, 2022

**CAO Report and Action List**

What	Status & Comments
Capital Projects and Grants	see agenda item 7.a) Revised 2022 Capital Budget for details.
1 Road maintenance & repairs Road surface treatment. Funding source: MSI & accumulated surplus.	We have accepted the quote by Elevated Surface Works Ltd. for a 40mm pavement for approx. 72% of our paved roads. Work is scheduled to start the week of Aug 22, 2022 subject to rain delays. Because the work is being done before installation of the bridge culvert there may be some additional charges. Such as extra mobilization costs for having to take a 10 km detour if the paver is above the bridge limit. However we do not expect it will be large.
2 Bridge Replacement, Repair & Rehabilitation  Funding source is AT grant for \$275,250 & \$91,750 from MSI & if necessary accumulated surplus.	All design work & tender preparation have be done. We are waiting for gov't permits for approval before we can post the tender. We are hoping we can post it before the end of August. Expected completion date is by Oct. 31, 2022 The culvert has been constructed & is scheduled to be delivered Tuesday Aug 16. The County will unload the culvert & offered to store it in their yard until construction.
3 Stormwater Management for 2022 MPE are working on the Preliminary Design & Implementation of stormwater & drainage	We received the drawings for all of the effected areas, except for two which are effected by the 2 new wet lands. I am still waiting for MPEs final report. We do not have anything in the budget for 2022. Grant funding for SW will have to wait until 2024 under the LGFF program
4 Community dock & public beach area. Insta Dock RGC Rolling Docks Source of funding is \$9,026 MSP & 36,000 MSI. spend this year on boat launch, dock & boat	The dock has been installed July 5/22. So far it has received favorable reviews. The step ladder is on back order. It is expected in Edmonton next week. We are still have to clean out dead willows. The county have agreed to us hiring them to grade TWP RD 594 and sell us gravel and sand. However, they are not comfortable helping us clean the dead debris washed up along the shore, without us obtaining AEP approval before hand. I am going to see if I can find a contractor who will help us.  I have not had time to design &/or order the safety signs because of other projects.
5 Martin Rec. Center betterment & enhancement  Source of funding is the balance of our MSI Cap allocations of \$21,346 & \$6,534 unspent MSI from prior years.	This project is still on hold until we identify the cost of all other capital projects. In the mean time, some repairs & maintenance may have to be done. I am getting some estimates so that we will have an idea of the costs. The building has deteriorated over the last couples of years. Particularly this winter due to the many freeze-thaws cycles and high & low temperatures fluctuations. Floor needs some minor repairs estimated cost \$1,879.40. Another estimate I received is \$13,759 for a, T-bar ceiling, drywall crack repairs & painting. When we do the ceiling we may also wish to change to LED lighting. I also got an estimate to strip & paint the main metal door. Its \$1,254 which appears to be high. I am checking out the cost of a new door,  The back area furnace chimney has to be repaired or replaced. Also both the water cistern & the septic tank appear to be leaking and may need repairs.
6 Purchase of Crown Land below the east side of Martin Point Drive	We are waiting for Public Lands reply to the application filled by Explore Surveys on our behalf. I do not expect a reply until late 2022 or 2023.
7 Get SV Hanging sign refurbished	I tried to checked around for prices but they require a design first. There lots of alternatives. Dave suggested a magnetic sign which could attached to the existing sign. I have not had time to investigate further because of all the capital projects we are working on.
8 SV Administrative contract	I talked to the county CAO. She said that they could not contract to administer the SV because of the price they would have to charge We discussed the possibility of a joint ACP grant for an Intern in this falls applications,. SVs are not eligible for the intern program so we would have to see if MA's would allow a joint application. I doubt it. If we were successful the intern could not start before next May.



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 11.a) Financial Reports

**Meeting Date:** August 13, 2022

#### Background

---

Financial Reports for 7 months ended August 13, 2022:

- Actual Year-to-Date to Budget,
- Cheque log: for the month of July, 2022
- August 13, 2022 Bank Reconciliation

#### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that the financial reports for the 7 months ended July 31, 2022, including cheque #2642 to 2656 in the amount of \$45,863.96 be accepted as presented.

-Carried-

11.a)

Summer Village of Horseshoe Bay  
 Actual Year to Date to Budget  
 For the 7 months ended July 31, 2022

	Budget 2022	YTD Jul 31/22
<b>REVENUE</b>		
Taxation Revenue		
Residential Property Tax	\$ 107,404	\$ 107,404
Minimum Residential Property Tax	20,747	20,747
<b>Total Municipal Res. Property Tax</b>	<b>128,151</b>	<b>128,151</b>
Non-Residential property tax	1,376	1,376
Non-Residential minimum tax	760	760
<b>Non-Res. Linear Property Tax</b>	<b>2,136</b>	<b>2,136</b>
Total Municipal Property Tax	130,287	130,287
less Education Requisition transfers out	44,212	44,212
DI Property Tax Requisition Not remitted	-	-
<b>Total Net Tax Revenue</b>	<b>86,075</b>	<b>86,075</b>
User Fees & sales (Certificate fees, Sales, etc.)	600	125
Interest Revenue	2,200	769
Penalties & Costs on Taxes	500	840
Permits & licenses	400	350
Miscellaneous Revenue	14	-
Recreation Revenue	2,000	794
<b>Total Other Revenue</b>	<b>5,714</b>	<b>2,878</b>
Funding from Grants		
Transfer MSI Op grant	6,211	6,211
Transfer ACP grant Stormwater Mngt & Draina	178,000	3,231
<b>Total Grant Funding</b>	<b>184,211</b>	<b>9,442</b>
<b>TOTAL REVENUE</b>	<b>276,000</b>	<b>98,395</b>
<b>EXPENSE</b>		
Council		
Council Honorarium	9,000	4,350
Council Travel & Subsistence	700	0
Council Communications - Wi-Fi	500	413
Census & elections	0	
Council Memberships & Registrations	800	225
<b>Total Council</b>	<b>11,000</b>	<b>4,988</b>
General & Administrative Expenses		
Administration - Contract	18,200	13,582
Travel & Subsistence	200	0
Advertising & Promotions	100	57
Assessment Services	5,440	4,080
Audit & Legal	5,900	180
Communications - Courier & Postage	600	368
Memberships	1,500	1,480
Gen/Admin Materials, goods & supplies	3,100	1,552
Gen Admin Services & Bank S/C	1,460	162
Registrations	100	0
WCB	500	454
WebSite Maintenance	900	620
<b>Total General &amp; Administrative Expenses</b>	<b>38,000</b>	<b>22,535</b>

Summer Village of Horseshoe Bay  
 Actual Year to Date to Budget  
 For the 7 months ended July 31, 2022

	Budget 2022	YTD Jul 31/22
EXPENSES continued		
Roads services Crack filling, bridge Insp.	5,000	0
Road M & repairs materials	1,943	175
Roads Maintenance County of St Paul	4,500	2,786
Signage	500	0
<b>Sub-total before ACP projects &amp; Amort.</b>	<b>11,943</b>	<b>2,961</b>
Stormwater & Drainage	84,600	3,231
Amortization - Roads & Bridges	49,457	28,850
<b>Total Roads, Streets, Walks, Lights</b>	<b>146,000</b>	<b>35,042</b>
Police Recovery costs	3,248	-80
Emergency Management (E911)	308	231
Prevention Services purchased	0	0
Preventive & Protective Services ST SAR	153	75
Fire Expense County of St Paul	2,920	2,920
Reg. Emergency Management Exp	314	
Reg. Occupational Health & Safety	1,057	0
MuniSite (WebMap) GIS (AAG)	1,000	0
<b>Total Fire &amp; Preventive Services</b>	<b>9,000</b>	<b>3,146</b>
Waste Management goods & supplies	930	150
Waste Management Expenses County	12,351	12,351
Amortization	719	419
<b>Total Waste Management</b>	<b>14,000</b>	<b>12,920</b>
ISDAB per diem per meeting & training	1,000	0
STEP Ec Dev Alliance committee	1,000	
Ec. Dev Regional Tourism strategy	98,000	
<b>Planning, Develop't &amp; IM Collaboration</b>	<b>100,000</b>	<b>0</b>
Contracted Services - Hall	1,000	581
Contracted Services - Park grass & equip	4,000	3,243
Contracted Services -non-gov't	3,300	621
<b>Total Contracted Services - Labour</b>	<b>8,300</b>	<b>4,445</b>
Contracted Services County of St. Paul	500	
SV share of exp. Rec Class A assets	2,600	1,278
Insurance Rec. Centre & Recreation	3,000	2,919
Purchase of other P&R Services	0	0
Materials, Goods & Supplies	2,515	1,580
Utilities	5,000	2,785
Small capital purchases	2,000	
Amortization Parks & Recreation	4,085	2,383
<b>Total Parks &amp; Recreation</b>	<b>28,000</b>	<b>15,390</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>346,000</b>	<b>94,021</b>
<b>NET INCOME (Deficit)</b>	<b>(70,000)</b>	<b>4,374</b>
Government transfers for Capital	674,591	60,678
Excess (Shortfall) Rev. over Exp.	604,591	65,052
Adj. for cash items not PSAB Rev. or Exp.		
Tangible Capital Assets expenditures	(801,000)	(60,678)
	<b>(196,409)</b>	<b>4,374</b>
Adjustment for non-cash items		
Amortization of TCA	54,261	31,652
Transfer from Unrestricted Surplus for Operati	0	
Transfer from Unrestricted Surplus	142,148	0
<b>FINANCIAL PLAN Balance</b>	<b>\$ -</b>	<b>\$ 36,026</b>

Summer Village of Horseshoe Bay  
 Servus Credit Union  
**Bank Reconciliation**

July 31, 2022

Balance of Chequing acct. per bank statement      July 31, 2022      \$ 6,996.81

Add Outstanding deposits

Date	Ref No.	Payer/Source	Amount
Jul29/22	R3614	Morrow Tchir LLP Tax Cert fee	\$ 25.00
Jul29/22	R3615	Chantry 2022 tax payment	603.68
Total Outstanding deposits			<u>628.68</u>

Sub-total

7,625.49

Less Outstanding cheques & transfers to sav.

Date	Cheque #	Payee	Amount
Jul15/22	2645	Mel Russel Hall work to Jun30/22	54.00
Jul15/22	2649	Dock Heroes Inc deliver, assemble & install dock	3,087.00
Jul25/22	2652	Dave Amyotte Per Diem STEP Ec Dev committee mtg	150.00
Jul31/11	2656	Norman Briscoe - Contract, Website	1,543.61
			<u>4,834.61</u>

Reconciled balance of Chequing account as at      July 31, 2022

2,790.88

Balance of Chequing a/c per general ledger a/c 1060

2,790.88

Difference      \$ 0.00  
 explanation if required.

none

Balance of savings account per bank statement at      July 31, 2022

\$ 537,573.26

Less outstanding transfer to Chequing a/c

0.00

Reconciled balance of Saving account as at      July 31, 2022

537,573.26

Balance of savings a/c per general ledger a/c 1065

537,573.26

Difference      \$ 0.00  
 explanation if required.

Cash in Bank

General ledger a/c # 1060 Chequing account

\$ 2,790.88


General ledger a/c # 1065 Savings account

537,573.26

Cash in Bank

\$ 540,364.14

This report submitted to Council August 13, 2022

  
 Norman Briscoe, CAO